

A G E N D A

FINANCE AND CLAIMS COMMITTEE - STATE ADMINISTRATIVE BOARD

March 26, 2002 Meeting, 11:00 a.m.
Design & Construction Conference Room, 2nd Floor Mason Bldg.

SECTION I. AGENCY CONTRACTS

Requests approval of the following

1. FAMILY INDEPENDENCE AGENCY

- | | | |
|----|--|--|
| 1) | Community Action Agencies
(Listing on file) | \$ 2,657,548.00 Amendment
4 20,963,857.00 New Total
To stimulate a better focusing
of all available resources to
enable low-income individuals
and families to become self-
sufficient |
| 2) | Boysville of Michigan, Inc.
Detroit, MI | \$ 3,587,500.00 Total
To provide fiduciary services
for the FIA Strong Families/
Safe Children Program |

SECTION II. DMB CONTRACTS

Requests approval of the following

NEW CONTRACTS

2. DEPARTMENT OF CAREER DEVELOPMENT

- | | | |
|----|---|---|
| 1) | WDIV-TV4 Post Newsweek
Stations
Detroit, MI | \$ 250,000.00 - 9 Months
801R2000944 Advertising
Campaign Marketing & Public
Relations |
|----|---|---|

3. DEPARTMENT OF COMMUNITY HEALTH

- | | | |
|----|---|---|
| 1) | Mid-Michigan Industries, Inc.
Mt. Pleasant, MI | \$ 337,234.60 - 5 Years
071I2000138 Janitorial
Services at Mt. Pleasant
Center |
|----|---|---|

3. DEPARTMENT OF COMMUNITY HEALTH Continued

2)	The Mobile Medical Group Southfield, MI	\$ 329,490.00 - 5 Yrs-5 Mos 071I2000163 X-ray Services for Walter Reuther Psychiatric Hospital
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4. DEPARTMENT OF CORRECTIONS

1)	Northwest Woolen Mills Woonsocket, RI	\$ 728,550.00 - 3 Years 071I2000081 Yarn, Wool/ Nylon Blend for MSI
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2)	Michigan Milk Producers Assn. Novi, MI	\$ 3,549,054.00 - 3 Years 071I2000116 Raw Grade A Milk for MSI SPSM Dairy #1287
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3)	Waste Management Sault Ste. Marie, MI	\$ 425,050.00 - 5 Years 071I2000178 Trash Removal for Chippewa/Straits Correctional Facility
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5. DEPARTMENT OF EDUCATION

1)	Statewide Services for the Hearing Impaired Flint, MI	\$ 1,363,218.00 - 4 Years 071I2000146 Substitute Teachers for Schools for Deaf and Blind
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2)	Beck Evaluation & Testing Associates (BETA) Pleasantville, NY	\$ 399,000.00 - 2 Yrs 3 Mos 313R20000107 External Evaluator for Model to Improve Performance of Students with Disabilities
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6. FAMILY INDEPENDENCE AGENCY

1)	Pinkerton's, Inc. Grand Rapids, MI	\$ 300,695.04 - 3 Years 071I2000137 Unarmed Security Guard Services for FIA Calhoun County/Battle Creek and Albion
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2)	Advocates for Children & Youth Baltimore, MD	\$ 450,000.00 - 1 Year 431R2000830 Copyrighted Clay Pins for FIA Advocates
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7. DEPARTMENT OF NATURAL RESOURCES

1) Plesscher Nursery, Inc. \$ 316,800.00 - 3 Years
McMillan, MI 071I2000153 **SPLIT AWARD** -
Statewide Contract for Soil
Preparation

R.W. Gallatin & Son, Inc. \$ 616,687.50 - 3 Years
Fife Lake, MI 071I2000153 **SPLIT AWARD** -
Statewide Contract for Soil
Preparation

8. DEPARTMENT OF STATE POLICE

1) Whatman, Inc. \$ 504,000.00 - 3 Years
Tewksbury, MA 551R2000063 Buccal
Collection DNA Kits

9. DEPARTMENT OF TRANSPORTATION

1) R.H. Huhtala Construction Co. \$ 292,500.00 - 5 Years
L'Anse, MI 071I2000151 Ice Control
Sand for DOT Maintenance
Locations

CONTRACT CHANGES/EXTENSIONS

10. BUREAU OF STATE LOTTERY

1) Simons Michelson Zieve, Inc. \$ 15,800,000.00 Amendment
Troy, MI \$ 45,450,000.00 New Total
071B0000724 Advertising and
Promotional Services

11. DEPARTMENT OF COMMUNITY HEALTH

1) Binson's Hospital Supplies \$ 9,336,164.00 Amendment
Centerline, MI \$ 53,093,642.00 New Total
071B7000563 Diapers &
Incontinent Supplies

12. DEPARTMENT OF CORRECTIONS

- | | | |
|----|---|---|
| 1) | J.A. Foodservice Corporation
Benton Harbor, MI | \$ 220,000.00 Amendment
\$ 1,228,587.75 New Total
071B2000484 Canteen
Services for Southwest
Community Center |
| 2) | Gordon Food Service, Inc.
Grand Rapids, MI | \$ 675,000.00 Amendment
\$ 19,341,447.78 New Total
071B7000247 Canned Fruits,
Vegetables and Juices
Statewide |
| 3) | Woodruff Coal Company
Kalamazoo, MI | \$ 120,397.48 Amendment
\$ 1,206,639.98 New Total
071B8000065 Coal for
Riverside Correctional
Facility |

13. FAMILY INDEPENDENCE AGENCY

- | | | |
|----|-----------------------------------|---|
| 1) | PCA Corrections
Louisville, KY | \$ 1,200,000.00 Amendment
\$ 2,700,000.00 New Total
071B9000491 Pharmacy Services |
|----|-----------------------------------|---|

14. DEPARTMENT OF MANAGEMENT AND BUDGET

- | | | |
|----|---|--|
| 1) | Central Michigan Paper Co.
Ada, MI | \$ 250,000.00 Amendment
\$ 350,000.00 New Total
071P2000109 Non-Contract
Paper Supplies for DMB
Print and Graphics |
| 2) | Combined Van Lines, Inc.
Lansing, MI | \$ 400,000.00 Amendment
\$ 1,609,660.00 New Total
071B7000229 Moving Services,
Statewide |

SECTION III. RELEASE OF FUNDS TO WORK ORDER

SECTION IV. REVISION TO WORK ORDER

SECTION V. CLAIMS - PERSONAL PROPERTY LOSS

15. DEPARTMENT OF COMMUNITY HEALTH

- 1) William Burt \$ 80.00

The claimant (02-SAB-048) requests \$80.00 reimbursement for a jacket he claimed was taken when he was transported to court in June of 2001. The claimant went to court August 1, 2001 and his personal property, including a jacket, was sent to his home August 16, 2001. The Department recommends denial of this claim.

- 2) Vickie Gorrell \$ 50.00

The claimant (01-SAB-267) requests \$50.00 reimbursement for her insurance deductible. The vehicle had the back window broken out during work hours in the staff parking lot. The Department did not determine how the damage occurred. The Department recommends denial of this claim because the State was not found to be negligent.

- 3) Yvette Henderson \$189.00

The claimant (02-SAB-046) requests \$189.00 reimbursement for eyeglasses lost while under staff control. The original cost of the eyeglasses was \$178.00. The Department recommends reimbursement of \$178.00 for this claim.

- 4) Edward D. Wells, Jr. \$246.00

The claimant (02-SAB-047) requested \$246.00 reimbursement for four sweaters, one carton of cigarettes and 24 cans of soda pop. The SAB has already denied a claim for the sweaters and cigarettes. The Department found no evidence to support the claim for the soda pop. The Department recommends denial of this claim.

16. DEPARTMENT OF CORRECTIONS

- 1) Frank Bates #193610 \$109.00

The claimant (02-SAB/DOC-069) requests \$109.00 reimbursement for damages to his TV while under staff control. No receipts for the original TV were provided. The Department recommends the residual value of the Average Cost Schedule of \$8.00 for this claim.

16. DEPARTMENT OF CORRECTIONS Continued

- 2) Andre Benford # 302171 \$126.36

The claimant (01-SAB/DOC-549) requests \$126.36 reimbursement for his TV and headphones that were damaged while under the sole control of the Department. The headphones were repaired by the company and claimant was compensated for that already. The Department recommends approval of \$91.61 for the TV that was less than a year old.

- 3) David Bucholtz #250138 \$ 21.72

The claimant (02-SAB/DOC-074) requests \$21.72 reimbursement for the loss of his Sony AM/FM walkman while under staff control. The walkman was over a year old. The Department recommends the one-year depreciated value of \$17.38.

- 4) Robert Buck #180805 \$ 7.60

The claimant (02-SAB/DOC-073) requested \$7.60 reimbursement for a lock damaged by staff when trying to open the lock. The Department recommends the residual amount of \$.70 for this claim since no receipts were provided.

- 5) Richard Clemons #232413 \$ 23.50

The claimant (02-SAB/DOC-067) request \$23.50 reimbursement for the loss of his radio, while under staff control. There were no receipts provided. The Department recommends the residual value of \$2.00 for this claim.

- 6) Joseph Coleman # 255416 \$ 45.98

The claimant (02-SAB/DOC-031) requests \$45.98 reimbursement for a pair of boots. The only boots in claimant's area at the time of pickup were State issue boots that were returned to the Quartermaster. The Department recommends denial of this claim.

- 7) Coy Combs #268907 \$ 15.69

The claimant (02-SAB/DOC-115) requests \$15.69 reimbursement for the loss of his tape player. The claimant had loaned the tape player to someone else in violation of policy. The tape player was confiscated and lost under staff control.

16. DEPARTMENT OF CORRECTIONS Continued

However, the claimant had violated procedures. The Department recommends denial of this claim.

- 8) William Crump #238336 \$514.85

The claimant (02-SAB/DOC-083) requests \$514.85 reimbursement for the loss of legal documents and books stored in one cortex box. The amount of items listed would not likely fit in one box. The contents of the box was not verified nor can the value be verified. The box was lost by staff. However, since the contents cannot be verified, the Department recommends denial of this claim.

- 9) Henry Doty #254665 \$165.00

The claimant (02-SAB/DOC-101) requests \$165.00 reimbursement for the loss of sign language books while under staff control. All of the books were less than a year old. The Department recommends reimbursement of \$169.73 for the books.

- 10) Phillip Elias #247594 \$ 48.25

The claimant (02-SAB/DOC-102) requests \$48.25 reimbursement for the loss of shoes. His shoes were removed when he went to the TSC and only one shoe remained when he returned. The Department recommends \$48.25 reimbursement for the shoes.

- 11) Gene Favors #159735 \$ 79.99

The claimant (02-SAB/DOC-048) requests \$79.99 reimbursement for the loss of a TV. The TV had been altered and was confiscated. The claimant agreed to have the TV destroyed. The Department recommends denial of this claim.

- 12) Jeffrey Fette #236690 \$ 29.50

The claimant (02-SAB/DOC-075) requests \$29.50 reimbursement for the loss of his socks, T-shirt and sweatshirt damaged during the numbering process. The Department recommends reimbursement of \$30.45 for the clothing and shipping.

16. DEPARTMENT OF CORRECTIONS Continued

- 13) Robert Grubbs #128648 \$ 26.00

The claimant (02-SAB/DOC-076) requests \$26.00 reimbursement for the loss of his gloves. The gloves were not numbered as required. At the disposition hearing, he agreed to have the gloves thrown away. The Department recommends denial of this claim.

- 14) David Guerra #288760 \$ 7.95

The claimant (02-SAB/DOC-100) requests \$7.95 for mailing charges for a coat. The coat was approved by staff for the claimant to order. When the coat arrived, the facility denied the coat. The Department recommends approval of this claim.

- 15) Ronald Heighton #319967 \$ 84.36

The claimant (02-SAB/DOC-116) requests \$84.36 reimbursement for the loss of shoes, sweatshirt and pants, and headphones. The claimant's order was received by the facility, but lost prior to the claimant receiving the items. The Department recommends approval of \$84.36 for this claim.

- 16) Kenneth Hollis #153797 Unspecified

The claimant (02-SAB/DOC-097) requests an unspecified amount for reimbursement of five cassette tapes lost in July of 1988. Due to the extreme delay in filing this claim, 14 year old records are not available. Since the loss and value cannot be verified, the Department recommends denial of this claim.

- 17) Dwayne Howell # 178115 \$214.00

The claimant (02-SAB/DOC-045) requests \$214.00 reimbursement for a watch with a broken band, 2 shirts, and 2 padlocks lost as a result of staff action/inaction. No receipts were provided. The Average Cost Schedule was used to determine the value. The Department recommends approval of \$3.00 for the residual value of 2 shirts, \$1.40 for the residual value of the 2 padlocks, and \$5.00 for the watch, totaling \$9.40.

16. DEPARTMENT OF CORRECTIONS Continued

- 18) Michael Howell #198924 \$ 9.95

The claimant (02-SAB/DOC-084) requests \$9.95 reimbursement for a cassette tape lost while under staff control. The receipt provided showed the tape was over two years old. The depreciation schedule would provide a \$4.01 reimbursement value. The PBF reimbursed the claimant \$5.95 for the tape. Therefore, no further reimbursement is warranted. The Department recommends denial of further reimbursement.

- 19) Sheila Lowe #224236 \$ 44.00

The claimant (02-SAB/DOC-117) requests \$44.00 reimbursement for her footlocker that was dropped down stairs during staff transport. The Department recommends \$44.00 reimbursement for the less than year old footlocker.

- 20) Nathan Magee #250952 \$ 14.40

The claimant (02-SAB/DOC-108) requests \$14.40 reimbursement for his tape player and headphones lost while under staff control. The items were less than one year old. The Department recommends \$14.40 reimbursement for this claim.

- 21) Antonio Marshall # 241777 \$289.50

The claimant (02-SAB/DOC-110) requests \$289.50 reimbursement for food items, 150 \$.33 stamps, and 24 tapes with a case that were lost while under the sole control of the Department. The food items are not reimbursable according to Operating Procedures. Claimant provided no receipts for the tapes or case so the value was determined from the Average Cost Schedule. The Department recommends approval of \$12.00 for the residual value of 24 tapes, \$.60 for the residual value of the tape case, and \$49.50 for the stamps, totaling \$62.10.

- 22) Ross Maxson #301010 \$ 12.62

The claimant (02-SAB/DOC-118) requests \$12.62 reimbursement for headphones and stereo jack lost while under staff control. The Department recommends reimbursement of \$2.70 as the residual value of the headphones because there was no

16. DEPARTMENT OF CORRECTIONS Continued

receipt. It also recommends \$2.62 for the verified cost of the adapter, totaling \$5.32 for this claim.

- 23) Christopher Mendez #318468 \$ 47.00

The claimant (02-SAB/DOC-078) requests \$47.00 reimbursement for a tape player that was accidentally damaged by staff during a shakedown. The Department recommends full reimbursement of this claim.

- 24) Abel Nodarse # 286994 \$ 44.75 **AMENDED**

The claimant (02-SAB/DOC-028) requests \$44.75 reimbursement for his tennis shoes lost while under the sole control of the Department. The Board approved \$44.75 for the shoes at the 2/5/02 meeting. The original recommendation was for \$53.75 which included the shipping costs. The correct recommendation amount was not stated on the 1/29/02 Finance and Claims agenda. The Department recommends approval of \$53.75.

- 25) Troy Orban #286836 \$155.37

The claimant (02-SAB/DOC-095) requests \$155.37 reimbursement for 30 magazines seized for a misconduct hearing. The hearing was held and the claimant did not appeal within the given time. The magazines were destroyed per policy. The Department recommends denial of this claim.

- 26) Gregory Poindexter # 253929 \$ 38.95 to \$50.00

The claimant (02-SAB/DOC-049) requests \$38.95 to \$50.00 reimbursement for his tape player that was lost while under the sole control of the Department. The Department recommends approval of \$24.59 for the purchase price of the tape player.

- 27) Robert Sandifer #237507 \$100.00

The claimant (02-SAB/DOC-098) requests \$100.00 reimbursement for a TV damaged during a transfer. The Department recommends a one year depreciated value of \$80.00 for this claim.

16. DEPARTMENT OF CORRECTIONS Continued

- 28) Steven Simmons #299591 \$ 12.34

The claimant (02-SAB/DOC-119) requests \$12.34 reimbursement for the loss of a pair of gloves damaged during the marking process. The Department recommends approval of \$11.50 for the actual cost of the gloves.

- 29) Howard Simon # 180513 \$ 87.50

The claimant (02-SAB/DOC-111) requests \$87.50 reimbursement for his TV that was damaged while under the sole control of the Department. Claimant did not provide a receipt so the value was determined from the Average Cost Schedule as \$80.00. The Department recommends approval of \$8.00 for the residual value of the TV.

- 30) Rickey Smith #170635 \$225.00

The claimant (02-SAB/DOC-103) requests \$225.00 reimbursement for the loss of personal property seized by staff and lost. The receipts were lost with the personal property, so value was determined as the residual value of the Average Cost Schedule for the items. The Department recommends a total of \$26.50 for this claim.

- 31) Kevin Stockton #248088 \$ 93.29

The claimant (02-SAB/DOC-081) requests \$93.29 reimbursement for a TV damaged during a transfer. The Department recommends reimbursement at the one-year depreciation amount of \$74.63.

- 32) Andrew Tackebury #270625 \$112.50

The claimant (02-SAB/DOC-109) requests \$112.50 reimbursement for a TV lost while under staff control. The Department recommends reimbursement at the one-year depreciation amount of \$90.00 for this claim.

17. DEPARTMENT OF NATURAL RESOURCES

- 1) Allstate Insurance Co. \$575.99
Subrogee of Connie Yates

The claimant (02-SAB-001) requests \$575.99 reimbursement for damages to Ms. Yates home caused by a fire on DNR property that spread to her home. There was a \$100 deductible that was paid by Ms. Yates. The Department recommends approval of \$475.99 for this claim.

- 2) Alyssa M. Fralick \$845.00

The claimant (02-SAB-007) requests \$845.00 reimbursement for injuries sustained when struck by a motorcyclist at the Silver Lake Sand Dunes State Park. The motorcyclist came over the dunes striking pedestrians and the vehicle they were pulling out of the sand. There was no negligence on the part of the State. The Department recommends denial of this claim.

- 3) Sharon Goetz \$475.00

The claimant (02-SAB-022) requests \$475.00 reimbursement for survey costs incurred because the Department built a fence on her property. The Department was in error and recommends reimbursement of this claim.

- 4) John Merle \$492.15

The claimant (01-SAB-265) requests \$492.15 reimbursement for medical costs exceeding his deductible incurred when his son was bitten by wasps nesting in a state park electrical outlet. The Department recommends approval of this claim.

- 5) Daniel Neff \$500.00

The claimant (02-SAB-012) is requesting \$500.00 reimbursement for the insurance deductible on his vehicle. The claimant hit a deer with his vehicle. There was no negligence on the part of the State. The Department recommends denial of this claim.

17. DEPARTMENT OF NATURAL RESOURCES Continued

- 6) Connie Hackey-O'Brien \$840.00

The claimant (01-SAB-237) requested \$840.00 reimbursement for car rental fees incurred while her vehicle was being repaired. The claimant's vehicle had been damaged by a state vehicle. The Department recommends reimbursement of \$381.52 for the actual cost of the car rental.

18. DEPARTMENT OF STATE

- 1) Annette Maddox \$ 65.00

The claimant (02-SAB-026) requests \$65.00 reimbursement for towing charges incurred due to a Departmental error in recording the license. The Department recommends approval of this claim.

- 2) Ronald Phillips \$200.00 **AMENDED**

The claimant (01-SAB-246) requests \$200.00 reimbursement for towing fees, new license and embarrassment. The Department received information showing that there was an error in recording the plate. The Department recommends approval of \$95.00 for the towing charges.

19. DEPARTMENT OF TRANSPORTATION

- 1) Lisa M. Goff \$999.99

The claimant (02-SAB-040) requested \$999.99 reimbursement for damages to her shed. A dead tree located in the right of way fell on her shed causing significant damage to the shed and contents. The tree was a trespass nuisance. The Department recommends the insurance deductible amount of \$500.00 for this claim.

SECTION VI. CLAIMS - PERSONAL INJURY LOSS

SECTION VII. APPROVAL OF SPECIAL ITEMS

20. DEPARTMENT OF CORRECTIONS

The Department's monthly report submitted pursuant to the Administrative Procedures of 0620.02. A copy of the report is on file with the State Administrative Board Secretary.

February 2002 - 1 claim approved

21. FAMILY INDEPENDENCE AGENCY

The FIA appropriations bill requires that liens be placed on real property when State Emergency Relief (SER) is issued for mortgage payments, land contract payments, property taxes and home repairs. The lien is required when payments exceed \$250.00 on one or a combination of these services. Such payments were made for delinquent taxes, and the recipients have prepaid the Department in full. The Department is requesting permission from the Board to release the following lien:

\$ 467.44 at 1412 Walsh, Lansing, MI

The Director of the Department of Management and Budget recommends approval by the State Administrative Board of the items contained in this agenda. Approval by the State Administrative Board of these award recommendations does not require or constitute the award of same. Award of contracts shall be made at the discretion of the DMB Director or designee.

S U P P L E M E N T A L A G E N D A

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SECTION I. AGENCY CONTRACTS

SECTION II. DMB CONTRACTS

Requests approval of the following

NEW CONTRACTS

1s. DEPARTMENT OF INFORMATION TECHNOLOGY

- | | |
|--|--|
| 1) Teradata Division of NCR
Southfield, MI | \$ 1,000,000.00 - 2 years
071R2001714 To provide time
materials technical services
for agencies that use the Data
Warehouse system |
|--|--|

SECTION III. RELEASE OF FUNDS TO WORK ORDER

SECTION IV. REVISION TO WORK ORDER

SECTION V. CLAIMS - PERSONAL PROPERTY LOSS

SECTION VI. CLAIMS - PERSONAL INJURY LOSS

SECTION VII. APPROVAL OF SPECIAL ITEMS

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S E C O N D S U P P L E M E N T A L A G E N D A

FINANCE AND CLAIMS COMMITTEE - STATE ADMINISTRATIVE BOARD

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SECTION II. DMB CONTRACTS

Requests approval of the following

NEW CONTRACTS

1s. DEPARTMENT OF TREASURY

Colliers International	\$ 1,550,000.00	4-years
Bingham Farms, MI	Senior Housing Property	Assessment

CONTRACT CHANGES/EXTENSIONS

2s. FAMILY INDEPENDENCE AGENCY

1) Policy Studies, Inc.,	\$ 9,000,000.00	Amendment
Denver, CO	\$ 94,409,988.00	New Total
	Project Management Services	
	for CSES	

SECTION III. RELEASE OF FUNDS TO WORK ORDER

SECTION IV. REVISION TO WORK ORDER

SECTION V. CLAIMS - PERSONAL PROPERTY LOSS

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